

NOTICE REGARDING ADMINISTRATIVE WRIT FILINGS

Effective February 4, 2008, all Administrative Writs (excluding CEQA and Habeas Corpus) will be heard in Department N1 in the Needles district. The writs will be initially filed in the district in which they arose, the subject matter is situated or in which a party resides. See San Bernardino County Superior Court Local Rule 131 and the General Order for Briefing Schedule for Writs of Administrative Mandate or for an Alternative Writ of Administrative Mandate.

At the time of filing, all matters will be assigned to be heard in Needles district by Judge Brisco in Department N1. However, matters will be researched in the original filing district and all subsequent documents including the administrative record will be lodged/filed in the original filing district. Once the time has passed for responses, oppositions and replies and the case is ready to be heard, the file and all supporting documents will be transferred to the Needles district. Notice will be given at the time of transfer so parties will be aware of the location of the file and where to file documents.

In the event that a matter cannot be heard by Judge Brisco it will be re-assigned to Barstow district. The supervising judge in Barstow district will determine which judge in Barstow is available for assignment. Parties will be notified of the transfer and re-assignment.

You may view the information on administrative writs of mandate and the general order as well as cases online at www.sbcounty.gov/courts. Click the link "Case Information Online" and go to the civil section to view a case.

If you have any questions regarding the process and filing requirements, please contact the Court District Supervisor for Needles District Linda Harrod at 760-326-9245 or Cydney Fowler, Court District Manager for Needles District, at 760-256-4788.